

**BOARD OF TRUSTEES
LONG BEACH COMMUNITY COLLEGE DISTRICT**

**Minutes of Meeting of
September 13, 2005**

The meeting of the Board of Trustees of the Long Beach Community College District, County of Los Angeles, California, was held in Building FF, Dyer Assembly Hall, Pacific Coast Campus, 1305 East Pacific Coast Highway, Long Beach, on September 13, 2005.

CALL TO ORDER

The meeting was called to order at 4:00 p.m., the items to be discussed in closed session were announced and the meeting was adjourned to closed session.

The meeting was reconvened in open session at 5:00 p.m., in Building FF, Dyer Assembly Hall, Pacific Coast Campus. President Clark reported that, in closed session, no action was taken.

PLEDGE OF ALLEGIANCE

John Tortarolo led the Pledge of Allegiance.

ROLL CALL

Present: President Clark, Vice President McNinch, Member Kellogg, Member Otto, Member Uranga, Student Trustee Tanskul

WELCOME AND INTRODUCTIONS

Vice President Dianne McNinch welcomed everyone to the meeting. Vice President McNinch and Trustee Jeff Kellogg presented a plaque and flowers to Janice Tomson in honor of her service to Academic Senate over the past several years and for sharing with the Board her knowledge and experience that has been so helpful in creating a shared governance structure that has enabled the college to solve problems and promote new initiatives together.

APPROVAL OF MINUTES

It was moved by Member Uranga, seconded by Member Kellogg, that the minutes of the meetings of August 19, 2005 (Retreat), and August 23, 2005, be approved as distributed. The motion carried, all voting aye.

ORDERING OF THE AGENDA

There were no changes in the order of the agenda.

REPORT OF BOARD OF TRUSTEES

2005-2006 Proposed Budget for Long Beach Community College District (Public Hearing)

A Public Hearing was held on the 2005-2006 proposed budget for the Long Beach Community College District. There were no comments.

Committee Reports

There were no reports.

STUDENT TRUSTEE

June Tanskul gave a short report about the ASB special elections and students working hard to prepare for exams next week.

PUBLIC COMMENTS ON AGENDA ITEMS

Members of the public were given opportunity to address the Board of Trustees on any item prior to or during the Board's consideration of that item. There were no comments.

The following items were part of the Consent Agenda

HUMAN RESOURCES (Academic)

Approve/ratify the following actions:

Appointments

New Contract Faculty 8

In-Service Changes

Change of Salary – Contract 13

Change of Title 8

Separation from Employment

Retirement 1

HUMAN RESOURCES (Classified)

Approve/ratify the following actions:

APPOINTMENTS

Probationary 7

Administrative Transfer 5

Working Out of Class 2

Temporary 15

Exempt From the Merit System 347

INSERVICE CHANGES

Reduction of Assignment in Lieu of Layoff 1

SEPARATION FROM THE DISTRICT

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Resignation	2
Retirement	1

FINANCE AND PURCHASING

Approve the following actions:

FINANCE

Budget Transfers

There are no budget transfers for this period.

Salary Warrants

Ratify issuance of salary warrants listed on Register No. 4274 through Register No. 4277 for the period of August 1, 2005, through August 19, 2005, in the amount of \$1,258,508.42 as listed:

Register No. 4274 Issue Date 08/10/05	Warrant Nos. 0738009 – 0738126	\$ 664,445.06
Register No. 4275 Issue Date 08/10/05	Warrant Nos. 0738127 – 0738403	\$ 336,975.76
Register No. 4276 Issue Date 08/16/05	Warrant Nos. 0738404 – 0738416	\$ 35,936.60
Register No. 4277 Issue Date 08/16/05	Warrant Nos. 0738417 – 0738442	\$ 221,151.00
Total Salary Warrants Issued:		\$ <u>1,258,508.42</u>

Commercial Warrants

Ratify issuance of commercial warrants for the period of August 1, 2005, through August 19, 2005, in the amount of \$4,908,665.00 as listed:

Period Ending August 5, 2005		
Unrestricted General Fund	\$	1,255,005.76
Restricted General Fund		20,414.43
General Obligation Bond Fund		39,846.87
Self Insurance		4,079.67
Student Financial Aid Fund		1,787,324.50
Payroll Clearing Fund		11,247.84
Retiree Benefits Fund		<u>341,688.63</u>
Total Period 1 Warrants:		\$ <u>3,459,607.70</u>

Period Ending August 12, 2005		
Unrestricted General Fund	\$	266,669.50
Restricted General Fund		40,304.16
Capital Outlay Projects Fund		116,782.31
General Obligation Bond Fund		440,571.88

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Student Financial Aid Fund	62,581.72
Payroll Clearing Fund	4,328.98
Stadium Operations Fund	<u>7,997.52</u>

Total Period 2 Warrants: \$ 939,236.07

Period Ending August 19, 2005	
Unrestricted General Fund	\$ 81,238.88
Restricted General Fund	36,521.57
Child Development Fund	248.56
General Obligation Bond Fund	8,172.00
Community Service Contract Ed	340.00
Self Insurance	73.58
Student Financial Aid Fund	376,247.00
Payroll Clearing Fund	6,342.00
Stadium Operations Fund	<u>637.64</u>

Total Period 3 Warrants: \$ 509,821.23

Commercial Warrants Total: \$ 4,908,665.00

Included in the warrant total expenditure of \$4,908,665.00 are the following payments greater than \$25,000, excluding employee benefits and utilities:

Unrestricted General Fund 01

1. \$169,379 to Protected Insurance Program for Schools, second and third quarterly membership installments for Workers' Compensation Joint Powers Authority.
2. \$ 27,598 to South Coast Air Quality Management District, for annual Emission Reduction Program.

Capital Outlay Projects Fund 41

1. \$ 54,941 to Division of State Architect, for plan check fee for Building L, Library Learning Resource Center, Liberal Arts Campus. This project is jointly supported with bond funds.
2. \$ 37,063 to Pinner Construction Co., Inc., for replacement of Technology Buildings SS and TT on the Pacific Coast Campus for June 2005.
3. \$ 24,779 to Division of State Architect, for plan check fee for Pacific Coast Campus Learning Resource Center. This project is jointly supported with bond funds.

General Obligation Bond Fund 42

1. \$370,139 to Bovis Lend Lease, for facilities construction program management services, July 2005.

2. \$ 34,079 to SEWUP JPA, insurance premiums for Workers' Compensation, for the South Quad Complex.
3. \$ 10,121 to Division of State Architect, for plan check fee for Pacific Coast Campus Learning Resource Center. This project is jointly supported with Capital Projects funds from the state.
4. \$ 359 to Division of State Architect, for plan check fee for Building L, Library Learning Resource Center, Liberal Arts Campus. This project is jointly supported with Capital Projects funds from the state.
5. \$ 52,777 to RMA Construction Services, Inc., professional services for bond program technical support July 2005.

PURCHASING

Contract Awards

CN 22017.3 – Award to P2S Engineering, Inc. for engineering services for removing existing utility poles at the Pacific Coast Campus, effective September 14, 2005, through June 30, 2006, for a total contract amount of \$7,500, to be paid with Measure E Bond Funds.

CN 22020.1 – With CTL Environmental Services for Hazardous Materials Consulting Services for Bond construction projects, effective September 1, 2005, through June 30, 2006, with District reserving the option to renew for two additional one-year periods, for a not to exceed amount of \$500,000, to be paid with Measure E Bond Funds.

CN 22020.2 – With Winzler & Kelly Consulting Engineers for Hazardous Materials Consulting Services for Bond construction projects, effective September 1, 2005, through June 30, 2006, with District reserving the option to renew for two additional one-year periods, for a not to exceed amount of \$500,000, to be paid with Measure E Bond Funds.

Bond Contract Amendments

CN 22004.2 – With Spencer/Hoskins Associates, Amendment #3, for architectural services for the District Facilities and Warehouse Complex (Interim Facility – Vet's Stadium) project, to extend the termination date from August 31, 2005, to June 30, 2006, to be paid with Measure E Bond Funds.

CN 22004.8 – With Rachlin Architects, Amendment #2, for additional services for the design and construction of the Boiler, Chiller and Pump Building as part of the Infrastructure Site Improvements project at the Pacific Coast Campus, to increase the contract amount by \$51,975, for a total contract amount of \$509,915, to be paid with Measure E Bond Funds.

CN 22013.1 – With Psomas, Amendment #2, for additional surveying services for the Los Coyotes Building, to increase the contract by \$8,500 for a total contract amount not to exceed \$44,500, to be paid with Measure E Bond Funds.

CN 99611.4 – With Ciber Inc., Amendment #13, for PeopleSoft software implementation, to increase the contract by \$122,000.

CN 99628.1 – With P2S Engineering, Inc., Amendment #12, for a traffic consultant for the relocation of City of Long Beach Domestic Water and reclaimed water lines on the Liberal Arts Campus, to increase the contract by \$18,000, for a total contract amount not to exceed \$336,540, to be paid with Measure E Bond Funds.

CN 99628.2 – With Joyce Inspections and Testing, Inc., Amendment #5, for inspection services through project completion for the new District Facilities and Warehouse Complex (Interim Facility – Vet’s Stadium) project at the Liberal Arts Campus, to increase the contract by \$87,820, for a total contract amount not to exceed \$912,820, to be paid with Measure E Bond Funds.

CN 99636.1 – With RDS Architects, Amendment #1, for architectural services for Building P improvements, to increase the contract by \$4,905, for a total contract amount not to exceed \$72,050, to be paid with Measure E Bond Funds.

Change Order Ratifications

CN 99607.6 – With Robert Clapper Construction Services, Inc., Change Order #2, for the Child Development Center at the Pacific Coast Campus in the amount of \$21,514.40, for a total contract amount not to exceed \$5,836,144.90.

CN 99607.7 – With Torres Construction Corporation, Inc., Change Order #1, for Building P Exterior Improvements at the Liberal Arts Campus in the amount of \$8,050, for a total contract amount not to exceed \$727,050.

CN 22007.1 – With Pinner Construction, Inc., Change Order #9, for the District Facilities and Warehouse Complex (Tech Phase 2 - Interim Facility) at the Liberal Arts Campus in the amount of \$39,712.92, for a total amount not to exceed \$8,665,870.77.

Approve the Selection of Consultants

Authorize the Executive Vice President, Administrative Services, to approve the selection of the responsible consultant from the responsive proposers for the geotechnical investigation for the Public Safety Building/Central Plant project site at the Liberal Arts Campus, paid with Measure E Bond Funds.

Authorize the Executive Vice President, Administrative Services, to approve the selection of the responsible consultant from the responsive proposers for the geotechnical investigation for the Central Plant project site at the Pacific Coast Campus, paid with Measure E Bond Funds.

Authorize the Executive Vice President, Administrative Services, to approve the selection of the responsible consultant from the responsive proposers for Geotechnical Subsurface Investigative Services for the Los Coyotes Building project, paid with Measure E Bond Funds.

Purchase Order Approvals/Ratifications

Authorize the issuance of purchase orders for the period August 1, 2005, through August 19, 2005, in the amount of \$1,073,935.22 as listed.

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52172 – 52394	\$968,021.30
52396 – 52435	<u>105,913.92</u>
Total Amount	\$1,073,935.22

Included in the total amount of purchase orders of \$1,073,935.22 are the following items greater than \$25,000:

General Fund – Fund 01

PO 52236	Postage for meters Mail Services Acct. No. 585000-01-677400-0000	\$250,000.00
PO 52252	Service agreement for elevator repairs Building Maintenance & Repairs Acct. No. 568000-01-651000-0000	\$27,422.80
PO 52332	Lease of 12 passenger vans Transportation and ASB Acct. No. 564000-01-677700-0000 Acct. No. 564000-01-699900-0000	\$23,629.92 \$23,629.92

Capital Outlay Projects Fund – Fund 41, & General Obligation Bond Fund – Fund 42

PO 52229	DSA plan check fee for Building L, Library Learning Resource Center – LAC Acct. No. 624000-41-710100-5327 Acct. No. 624000-42-710400-5327	\$54,940.55 \$ 359.45
PO 52232	DSA plan check fees for PCC Learning Center Learning Resource Center – PCC Acct. No. 624000-41-710100-5328 Acct. No. 624000-42-710100-5328	\$24,779.00 \$10,121.00

ACADEMIC AFFAIRS, STUDENT SUPPORT AND ADMINISTRATIVE SERVICES

Approve the following actions:

Agreements

Authorize the Executive Vice President, Administrative Services, to enter into and execute the following agreements:

CN 93085.7 – Ratify – Amend – With John Knippa, Ph.D., to administer psychological testing to determine fitness for duty for employees, as needed for the 2005-06 fiscal year, for the amount of \$5,000.

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CN 93095.1 – Ratify – Amend – With Christopher Ingalls, Ph.D., to administer psychological testing to determine fitness for duty for employees as needed for the 2005-06 fiscal year, for the amount of \$5,000.

CN 93106.8 – Ratify – Amend – With Memorial Occupational Medical Services, to provide examinations and services which include, but are not limited to: fitness for duty, respirator certification and tuberculosis testing, for the 2005-06 fiscal year as needed, for a fee of \$1,000.

CN 93125.1 – Ratify – With the Chancellor’s Office, California Community Colleges, to provide funding for the Tech Prep Program, effective July 1, 2005, through June 30, 2006. Amount of funding is \$75,250.

CN 93121.6 – With Long Beach Memorial Medical Center, to provide a clinical practice site for dietetic students, effective September 15, 2005, through September 14, 2010, at no cost to the District.

CN 93122.6 – With Harbor Pediatric Medical Group, to provide a clinical practice site for School of Health and Science students, effective September 14, 2005, through September 13, 2007, at no cost to the District.

Use of Facilities

Ratify request to use District facilities for activity and on date as shown.

<u>Organization</u>	<u>Campus</u>	<u>Event</u>	<u>Facilities</u>	<u>Date</u>
Oxford Seminars	LAC	Travel	F101	9/17, 18, 24, 25, 10/1/05
Champion Youth	LAC	Pom Pom & Cheer Competition	Large Gym	9/18/05
New Hope Grief Support	LAC	Fundraiser	Quad	10/22/05
National Evaluation Systems	PCC	C-SET Testing	BB, DD, EE, FF Bldgs.	11/5/05
National Evaluation Systems	PCC	C-SET Testing	BB, DD, EE, FF Bldgs.	1/21, 3/18, 5/20, 7/22/06

User is to be charged fees in accordance with Board-approved fee schedule.

Ratify requests to use District facilities for activities and on dates as shown.

<u>Organization</u>	<u>Campus</u>	<u>Event</u>	<u>Facilities</u>	<u>Date</u>
LBCC Men’s Basketball	LAC	Tournaments	Large Gym	Sat. & Sun. 9/17 thru 12/25/05

Operation LAC Workshop D Bldg. 9/24/05
Jump Start

Facility use rental waived. Equipment/staffing will be charged if necessary.

Donation

Accept the donation from General Motors Corporation/Gifts In Kind International, 333 North Fairfax Street, Alexandria, VA 22314, of one 1995 Chevrolet Pick-up Truck, VIN# 1GCEK195SE150486, for use in the Advanced Transportation Technology Program, and request that a letter of acceptance be sent.

2004-2005 CCFS-311 Annual Financial & Budget Status Report

Approve the 2004-2005 Fourth Quarterly Financial Status Report (CCSF 311Q) for the Long Beach Community College District and authorize transmittal of the report to the California Community Colleges Chancellor's Office.

It was moved by Member Kellogg, seconded by Member Uranga, that the items on the Consent Agenda be approved and authorized.

The motion carried, all voting aye.

ACADEMIC SENATE (Title 5, Section 53203)

There was no report.

SUPERINTENDENT-PRESIDENT

There was no report.

ACADEMIC AFFAIRS

There was no report.

STUDENT SUPPORT, PLANNING AND RESEARCH

There was no report.

ADMINISTRATIVE SERVICES

Resolution, 2005-2006 Appropriations Limit

It was moved by Member Kellogg, seconded by Member Uranga, that the Board of Trustees approve Resolution 091305A relating to the District's Appropriations Limit for 2005-2006.

The motion carried, all voting aye.

2005-2006 Adopted Budget

It was moved by Member Uranga, seconded by Member Kellogg, that the Board of Trustees approve the Adopted Budget for 2005-2006.

The motion carried, all voting aye.

PACIFIC COAST CAMPUS

Interim Provost, Farley Herzek, gave an update on the construction on the Child Development Center and the interim maintenance facility. PCC has late started twelve academic classes about three weeks into the semester, during the afternoon, between the 1 p.m. and 5 p.m. hour. There was significant demand for these increased academic coursework classes and they will continue to be added in the printed spring semester class schedule. Mr. Herzek also added that Long Beach City College classes will be offered on the Long Beach Unified Jordan High School campus this spring semester.

ECONOMIC AND RESOURCE DEVELOPMENT

There was no report.

ACADEMIC SENATE

There was no report.

TRUSTEES COMMUNICATIONS

Vice President Dianne McNinch and Trustee Roberto Uranga attended the 2005 ACCT Leadership Congress in Seattle this past weekend. Trustee Uranga hosted a very culturally educational reception, as head of the Latino Trustees Association. Trustee Uranga will continue his service on the Diversity Committee with ACCT. Vice President McNinch will continue her service on the Member Communications Committee. Trustees McNinch and Uranga prepared a report on the progress of diversity amongst the employee groups at Long Beach Community College. Both Trustees commented on how receptive the attendees were with their PowerPoint presentation. Vice President McNinch said the evaluation forms turned in at the end of the meeting indicated that their presentation was rated with high marks. Vice President McNinch announced the event that will be held here at LBCC Parking Lot "J", from 11:00 a.m. to 1:00 p.m. for the survivors of "Hurricane Katrina". We will be participating with the American Red Cross and the *Press Telegram*.

NEW BUSINESS

There was no new business.

FUTURE REPORTS

September 27, 2005, a report requested by President Tom Clark will be presented by Marty Wayland, Director of ASB Enterprises, an overview of Book Store Activities and Possibility of Renting Textbooks. Future report still to come is a presentation concerning the history of Long Beach Seamless Education and Update.

PUBLIC COMMENTS (NON-AGENDA ITEMS)

Members of the public were given the opportunity to address the Board of Trustees on matters of general District business. There were no comments.

ADJOURNMENT

President Clark adjourned the meeting at 6:12 p.m. The next regular meeting of the Board of Trustees will be held on September 27, 2005. The first order of business will be adjournment to a closed session, as needed. The Board will reconvene in open session at 5:00 p.m. in Building I, Liberal Arts Campus.

Assistant Secretary